



DelDOT – Development Coordination

EXPEDITED REVIEW PROCESS

This document defines the policy in which development projects will be given the opportunity to receive an expedited review and approval through the Development Coordination Section. The goal of expediting the process is to partner with the Local Land Use Agencies, Development Team (Applicant), Business Community and other State Agencies to bring permanent full-time jobs to the market quickly and efficiently.

Project Eligibility:

DelDOT will evaluate a development project's eligibility for an expedited review based on the following information, therefore the Applicant should provide for consideration as much detail as possible for DelDOT to make an appropriate determination.

- ❖ The Applicant will need to gain the consent and support of the respective Local Land Use Agency (LLUA) by obtaining a commitment to expedite their approval process based on actual creation of a significant number of direct, quality, permanent full-time jobs as defined by the LLUA, e.g., “Jobs Now Expedited Job Creation” in New Castle County.
- ❖ Only commercial or industrial development projects are eligible. Residential, mixed-use, or retail projects are not eligible.
- ❖ In addition to job creation, projects should also meet one or more of the following criteria to qualify for an expedited review:
 - Recipient of a Transportation Infrastructure Investment Fund (TIIF) grant.
 - Endorsed and/or promoted by an economic development agency, e.g., Delaware Prosperity Partnership, Wilmington Office of Economic Development, Kent Economic Partnership, Sussex County Economic Development Office, and/or Division of Small Business (DSB) as having direct economic benefit to the State.
 - Will be in an Opportunity Zone or Downtown Development District as designated by DSB or the LLUA.
- ❖ The Applicant must commit to provide in writing a project schedule to the LLUA and DelDOT, and all three parties must agree to the expedited timeframe prior to DelDOT initiating the expedited review process. The Applicant must also agree to break ground for the project in accordance with the established expedited timeframes.
- ❖ DelDOT has decision authority equal to the LLUA in determining project eligibility and therefore will work closely with the LLUA to determine need and extent of an expedited review.

Deliverables once Eligibility is Established:

DelDOT's expedited review process objective is to issue approvals within six (6) months or to meet the Applicant's LLUA approval schedule and overall project timelines. Recognizing that the review and approval process is a shared responsibility between the Applicant, LLUA and DelDOT, DelDOT will work collaboratively with the Applicant and other agencies to promote open, honest communication as an active partner in the development project's delivery.

- ❖ The Expedited Review Team (ERT) will work closely with each DelDOT internal support section (Peer Reviewers) to facilitate the review and processing of the development plans until DelDOT approvals are obtained.
- ❖ The ERT will maintain regular reporting to Key Stakeholders regarding the DelDOT review and approval process.
- ❖ The ERT will routinely assess project timelines to ensure milestones are met and will alert Stakeholders to potential for missed deadlines related to the DelDOT review and approval process.
- ❖ The ERT will document all DelDOT guidance given and file in the Planning Development Coordination Application (PDCA) so that real-time updates are easily accessible to the Applicant.
- ❖ The ERT will periodically evaluate the ERT process and integrate enhancements that promote process improvements.